

## MEETING MINUTES

### COLORADO/WYOMING EXECUTIVE COMMITTEE

Wynkoop Brewery

April 19, 2007

**Meeting Chair:** Bill Hange

**Minutes By:** Craig Faessler

**Present:** Dave Hattan, Ben Waldman, Greg MacKinnon, John LaSala, Karl Packer, Will Johnson, Eric Boivin, Edward Stafford, Scott Thomas, Joe Hart

**I. Introduction.** Bill Hange opened the meeting at 3:45 p.m.

**II. Meeting Minutes.** Minutes were distributed to the EC via email prior to the meeting.

**III. President's Report. Bill Hange**

**A.** Bill expressed his appreciation to the EC on the timely submittal of the annual report to ITE and the newsletter for awards consideration.

**B. May Luncheon.** No District 6 candidates at luncheon at this time. Luncheon will begin with tour of LRT Mariposa maintenance facility. Luncheon program is an update to FasTracks program by Jerry Nery.

**C. Member Survey.** Received eight responses to survey. Scott Burger's name drawn as \$50 winner. Results of the survey will be compiled and reported in the summer newsletter issue.

**D. Website/IT Issues**

1. Edward discussed issues related to cost and time in developing an online membership database with editing/updating capabilities. Edward is willing to develop an online form that members can access to update their information.

2. Beginning with the current year and for all future years, the Secretary-Treasurer will be responsible for building the luncheon/meeting rosters. Edward will set up online registrations to forward all registrant information to the Sec-Treas, who will then build the roster and produce nametags.

3. The EC agreed to invoice Local Section Affiliates who are not on the ITE membership roster. Any LSAs not responding within 90 days will be deleted from the membership database.

4. Karl Packer now has full access to the web front page.

**IV. Secretary/Treasurer Report. Craig Faessler**

**A. Treasurer's Report.** The balance of each account is as follows:

1. **Checking Balance:** \$6,975.05

2. **Savings Balance:** \$4,383.72

3. **Scholarship Fund:** \$6,601.88

4. **CD (matures 9/11/07):** \$10,000

**B. Spring Symposium.** Greg will check with WTS on CO/WY share of conference proceeds.

**V. Past President. Will Johnson**

**A. Secretary-Treasurer Candidates.** Will announced three candidates for Sec-Treas – Ben Waldman, Jim Hanson and Scott Thomas. Election results will be announced in the June issue of *Conveyances*, via email, and on the website.

**B. Future Luncheon Meeting Arrangements.** Will and Edward suggested making all the luncheon arrangements over the summer, possibly using one venue in metro-Denver to encourage vendors to grant a volume discount.

**C. District Meetings.** Nate attended the last District meeting as a CO/WY representative for the 2009 District meeting in Denver. CO/WY will need to make a big push for Denver at Portland since the 2008 District meeting is joint meeting with ITE in San Diego. The EC will have shirts for Portland.

**VI. Newsletter. Greg McKinnon**

**1. Articles Due.** April 20.

**2. Posted to Web.** April 27.

**3. Articles.** The following articles are anticipated for the newsletter.

- a) Bill Hange - President's Message
- b) Joe Henderson - Meeting announcement and registration information
- c) Craig Faessler - Treasurer's report (acct. balances, cash flow summary)
- d) Bill Hange - History article
- e) Greg MacKinnon - Newsletter contest
- f) Curtis Rowe - Summary of the April meeting
- g) Jim Hanson - On the Move
- h) John LaSala - Technical Committee update
- i) Lyle Devries - Legislative update
- j) Ben Waldman - Upcoming training
- k) Ron Hensen - Kurmudgeon's Corner
- l) Dave Hattan - Transportation Professional of the Year

**VII. Continuing Education. Ben Waldman**

**A. PTOE.** Test will be held in Denver or Colorado Springs in October. Refresher courses will be available via CD/PowerPoint in September. Other tests will also be offered but not refresher courses.

**B. Webcasts.** Two courses will be offered in June - Traffic Signal Change Intervals, June 12 and Signal Warrants by the Numbers, June 19. Loveland, Littleton and Colorado Springs potential sites.

**C. VISSIM.** Beginning course in October is being planned. Advance course at \$2,750 for up to 10 attendees or \$4,500 for up to 15 attendees. Ben will gauge interest in advanced course via the newsletter.

**D. Safe Routes to School.** Course was determined to be too expensive.

**VIII. Awards. Dave Hattan**

Dave stated the Awards Committee's recommendation for the 2007 Transportation Professional of the Year Award is John LaSala. Craig moved and Ben seconded the approval of John LaSala for the TPOY award. Passed unanimously. Award will be presented at the May 11 luncheon.

**IX. Activities. Eric Boivin**

Eric mentioned that there is a Harley/motorcycle ride planned for July on a yet-to-be-determined Saturday. Also suggested a Rockies game after the next EC meeting.

**X. Golf. Joe Hart**

Joe mentioned concerns with the recent ethics law's \$50 limitation and how it may affect golf tournament registration. Joe requested that a link to the sponsor letter be added to the website.

**XI. Technical. John LaSala**

**A. Coffee Shop Study.** Paper is ready for submission. Portland deadline April 20.

**XII. Adjourn.** The meeting adjourned at approximately 5:15 p.m.